LGS

Envelopefeedersystem

User guide

To

LGS 5000/6000/7000

Thank you for choosing the LGS Feeder.

LGS feeder is useful for many different tasks in your printing house. Before you put your envelope feeder into use, we recommend you to read this book of instructions carefully.

Envelopes:

To obtain a run without problems, it will be of great use and advantage that you choose the envelopes best suited for the LGS envelope feeder. Some products will cause problems, but alternative supplies will almost be available. Also consider carefully the way you keep the envelopes. The supplier of envelopes will always be able to advise you.

When buying envelopes, please notice, that envelopes in stock for a longer period, do not run as smoothly as new envelopes. This is not a problem particularly concerning the LGS envelope feeder system; other products of envelope feeders have similar problems.

It's also important, that the envelopes are accurately limed.

Instructions:

It's necessary the feeder stands on a plane floor, otherwise the conveyor table will be awry proportional to the suctions in the offset machine. When moving the feeder in the printing house, make sure you do not push to hard or run into broken surfaces, which will cause the feeder to overturn.
The feeder must ONLY be connected to the voltage listed on your LGS envelope feeder. Turn the main switch of the feeder to position ***ON*** and the current is connected.

Auto/Manual switch:

Turn the switch to ***AUTO*** and the machine starts to run. The suction motor of the conveyor table and feeder board starts up and the switch on the frontal conveyor table takes over the propelling motor.

Manual drive – Forward:

Manual is selected by turning the switch to ***MAN***. Push the switch ***FORWARD*** and the conveyor belt is set in motion. The switch is used for adjustment of conveyor table, lateral steering gear and wheels etc.

Manual drive – Reverse:

Operate the switch ***REVERSE*** the conveyor belt moves reverse; this is useful if something get jammed.

Up/Down:

When operating the ***UP*** or ***DOWN*** button the feeder either is raised or lowered to the level required for operation.

Stop:

When activating the switch ***STOP*** all functions of the feeder is disconnected, however this is not a power switch so when the machine is not in use, set the main powers switch to OFF.

Adjustment of the feeder board:

Place the envelopes on the feeder board. Loosen the locking handles placed on the side of the dosing plate, push the plate towards the envelopes and lock the handles in required position. Envelopes with folded flaps are placed with the flaps facing the dosing plate, and the back edge of the envelopes parallel with the trailing edge of the suction box. Envelopes with open flaps are placed with the flaps overhanging the trailing edge of the suction box so the suction does not catch the flaps. (The best way of running large envelopes is to place them crosswise of the feeder board; this does only apply LGS 6000/7000). Push the lateral steering gear towards the envelopes leaving about 1 m/m space. The dosing plate is equipped with interchangeable dosing angels. These angels are numbered from 1 to 6.

The difference is the angel, and it depend on the envelopes which to use As already described there is a great difference in envelopes, and therefore you need these different dosing angels to get the most smoothly run.
When changing the dosing angle: Loosen the two bolts, pull the dosing angle, press the new dosing angle home and tighten the bolts again.

Running the feeder board:

Turn the switch to ***MAN*** and press the switch ***FORWARD***. Place the envelopes under the dosing plate and turn the handle for adjustment; the handle is placed at the top of the plate. The handle for adjustment must be turned very slowly while it is rather quick in reaction, 1/8 revolutions can be too much. Turning the handle clockwise; the distance gets smaller, the layer of envelopes becomes thinner and the distance between the envelopes is widening. Turning the handle counter clockwise, the distance gets bigger and more envelopes will be running through and the distance between them will be shorter. By switching off the current for the machine, the bands, which hold the envelopes in the rotation system, can be moved. The bands at the upper band controller can then be moved from one point to the next. Turn the machine on, switch to ***MAN*** and operate the ***REVERSE*** switch for a moment, the bands will then be straightened out. When the dosing plate is adjusted, the envelopes are pressed down to the conveyor table so that the rollers are in contact with the first envelopes; now you can start the adjustment of the conveyor table.

IMPORTTANT

Please notice that the envelopes run under the shaft, which holds the rollers.

Conveyor table:

Adjust the lateral steering gear by loosening the locking screws at the holders. Push the lateral rails of the lateral steering gears towards the envelopes to a distance of about 5 m/m on both sides. Assemble the stop of the front plate. Place an envelope towards the front plate. Push the lateral steering gears towards the envelope to a distance of about 1 m/m. If the holders of the lateral steering gears are too short, the can be increased by enclosed extension bars.

IMPORTANT:

The plastic front guide is only for envelopes with glued front edge.

JOG system:

Adjust the JOG system by moving the jog-lay towards the back of the edge of the envelopes. Switch the ***JOG*** switch to position ***MAN***. Operate the ***JOG*** switch momentarily so that JOG-lay moves to the most extended position. Adjust the JOG-trailers parallel by turning the adjustment-ring in the trailer-arm. The spring-extension is adjusted at the two holes in the cover. (4 m/m Hex)

The envelopes must not move while jogging. If they do, the lay is to close.

The height of the envelopes must not exceed 20 m/m. By streamfeed printing-machines, the suction-head is adjusted by normal standards.

REMEMBER always to tighten the lay at the side mounts and install the quick-suspenders, so that the feeder stands solid!

The stack height is adjusted by turning the adjusting screw next to the switch. (On the JOG-lay) Smaller stack; turn clockwise, and bigger stack; turn counter clockwise. It is advisable not to run too many envelopes at a time, about 12. The sensory arm of the stack-switch can be pushed both sideways and backwards – forward by loosening the small screw at the end of the shaft. In case of envelopes with open flap, the sensory arm is moved so that it rests on the envelope not the flap. In case of small format envelopes it's advisable to pull the sensory arm back so it rests about 5 m/m from the back edge.

Spot Suction:

Connect the spot suction, the vacuum pump starts and a spot suction is established at the trailing edge of feeder board. This will increase the friction at the back edge of the envelope. It gives the opportunity of a closer and more precise overlap of the envelopes, but sometimes the feeder runs better when not using the spot suction. For example, concerning thin envelopes which can not stand too hard a suction, the suction at the front feeders under frame can be turned down. When using spot suction, too large a friction can arise with the result, that the envelopes will stick and crumple to the dosing plate.

Remedial measures:

1. Turn down the suction.

2. Turn off the suction.

3. A smaller stack in the feeder board.

4. Pull the envelopes at the suction table a little back. Open the dosing plate some more.

5. Ventilate the envelopes.

6. Some glue can be stuck at the edge of the envelopes.

7. If necessary use another product of envelopes.

8. If envelopes bend upwards, place a fewer amount in the feeder board.

9. Owing to the gluing of the flap, the envelopes with open flap have to run in as thin layer as possible or problems with the stacking at the front will arise.

Turn the switch to ***AUTO***. The machine starts to run and stacks the envelopes at the front plate. Check the adjustment of the dosing plate. If readjustment is needed; the handle is turned very slightly, normally it's quick. Overlapping envelopes may be a little awry some times; it doesn't matter as long as they do overlap.

The speed of the printing envelopes is conditioned by how close the overlap is; the closer they lay the faster it can go and the wider the slower.

Connection to the printing machine:

Connect the feeder to the printing machine. Turn the feeder board of the printing machine down so the front-supporting roller is able to pass through. Now turn the board upwards until it gets into contact with the supporting roller. If the feed boards are horizontal, the feeder has to horizontal as well and if it is tilted, the feeder must be tilted proportionally. Loosening the locking handle by the hand wheel of the feeder does this. When the feeder is tilted, lock the handle again. Turn the switch to ***MAN***. Press the ***UP*** or ***DOWN*** button to get the right height. Turn the printing machine until the suction shaft is in bottom position. Turn the board up towards the supporting roller and lift the feeder towards the suction shaft about 2-3 m/m from the top envelope of the stack. Push the lateral steering gears of the printing machine towards the transport table of the feeder and lock them if necessary. This is important in order to avoid the feeder moving sideways.

IMPORTANT:

Always take care that the suction and the sheet separator is sound, that the adjustment of the printing machine is correct and the suction works well.

Some printing machines are fitted with a transverse paper feeler. This is not for use; lift up so it has no contact with the feeder and the envelopes. **Remember** to release the table transport. Adjust the suction and blast air. Do not use too much blast air as it affects the stacking contact.

IMPORTANT:

When installing of cable sockets be sure that it's done correctly and that the underground cable always is connected.

The machine is fitted with a vacuum pump. This is protected of a relay, which will declutch when overloaded (clogged up filters, air-escape blast out of order, temperature too high – it must not exceed 40 degrees Celsius). So it's very important to check that the air-cooling is functioning. The relay is installed at the bottom of the cable-end box. If admission is wanted then interrupt the main switch and dismount the back screen of the box.

The driving engine must not run constantly.
The driving motor is a stepping motor and it has to run in intervals of equal length. The motor is fitted with a thermal relay, which declutch when overloaded. In case of stop, switch off the main switch and wait until the motor has cooled down. The overloading can be caused either by to large a distance between the envelopes or too high speed. The motor can be damaged by continues overloading.

General security:

When dismantling fastened screens (security screens), pay attention to general security. Watch your fingers and hands when running the machine. No hands on the feeder board when it's in motion, they can easily be caught in the dosing plate and the down lead opening.
In case of engine trouble or breakdown, send for an authorized repairer as it involves a certain danger to repair or change the construction of the machine.

Maintenance:
The machine and cable end box must not be exposed to dirt and dust.

10. Cleaning of the main band:
Cloth and hot water. Remnants of glue is removed by a volatile cleaning fluid.

11. Oil the gear wheel and chain under the guard screens once every other month.

12. Oil the jog system oil pits every 8. Hours

13. The suction filter of the vacuum pump is cleaned out every other month.

14. Important.
Avoid water upon the black metal parts; the surface can be damaged. Wipe these parts with a oilcloth.

Guarantee:

The spare parts are guaranteed for 12 months when those damaged are returned. There is no guarantee for fair, wear and tear, interference from unauthorized repairer, any kind of negligence or violence to the machine. There is no guarantee for working deficit and other such consequences as may arise. The guarantee covers exclusively the machines delivered.

Service:
When service is needed send for an authorized dealer or if necessary:

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